

# Academy Charter High School

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1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

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## THURSDAY, OCTOBER 3, 2019 REGULAR MEETING MINUTES

### CALL TO ORDER BY SECRETARY: 5:34pm

This meeting is being held in compliance with the provisions of Chapter 231, Public Law 1975 known as the “Open Public Meeting Act”. Notice of this Meeting was furnished to the Asbury Park Press, Coaster and/or the Coast Star and posted upon the front door of the Academy Charter High School and/or the Bulletin Board located on the first floor of the School. There will be NO smoking during the public meeting. The exits are marked for emergency purposes.

ROLL CALL       P    Kimberly Brock                             P    Perry Lattiboudere  
                    abs    Robertha Walters                           P    Alyce Franklin-Owens  
                    P    Everett Mitchell

   P    Shawn Heeter                                       P    David Block  
                    P    Klarissa Martin

### **Open Public Forum: Agenda Items Only: None**

### SWEARING IN OF NEW BOARD OF TRUSTEE MEMBERS

Ms. Jessica Perez, Mr. Timothy Brennan, and Mr. Michael Forcella are sworn in as Board of Trustee Members.

OLD BUSINESS: None

### NEW BUSINESS:

#### Mr. Heeter Update – Organization

Mr. Heeter begins by speaking about the beginning of the year transportation issues dealt with through MOESC. He then spoke about the discipline, attendance thus far, as well as the upcoming “Week of Respect”. Finally, Mr. Heeter spoke about the Hispanic Heritage Month Symposium that we will be having, as well as the recent student dressed down to benefit a student who recently lost their father.

#### Ms. Martin Update – Curriculum & Instruction

Ms. Martin forwarded a report to Mr. Heeter as she is out of the office for professional development. Ms. Martin’s report began with informing the board that ELA & Math MAPP Testing was recently completed for all students. She next touched upon the October Saturday School which will feature Drug Prevention and Brazilian Dancing assemblies. Ms. Martin then mentioned the Parent Night “Family Dinner” that will take place on October 29<sup>th</sup>, as well as a push to start after-school clubs to enrich the student experience.

Mr. David P. Block Update – Business Office / Facilities

Mr. Block first spoke about the ongoing observation process and the work the administrative team has done with Dr. McKinley to ensure that their evaluation scores align. Next, Mr. Block spoke about the student recruitment effort that has been put forth by the administration, including open houses at local schools, as well as holding an open house after Saturday School on October 26<sup>th</sup>. Finally, Mr. Block spoke about the FY20 Title I Reallocation that could be used for student counseling services if the board and administration see it fit.

**INSTRUCTIONAL REPORT:**

- Staff Attendance Report
- Student Attendance Report
- Student Discipline Report
- Enrollment - 181 (184); 9<sup>th</sup> - 45 (45); 10<sup>th</sup> - 46 (46); 11<sup>th</sup> - 43 (44); 12<sup>th</sup> - 47 (49)
- (Attachment #1)**

**RECOMMENDATIONS OF THE LEAD PERSON:**

**A. Approval of Minutes**

A1. BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER BOARD OF TRUSTEES to accept the minutes of the following Board of Trustees Meeting; Regular Meeting for September 5, 2019 **(Attachment #2):**

*Motion*   K. Brock   *Second*   P. Lattiboudere  

Roll Call:

K. Brock   Y   R. Walters   Abs   E. Mitchell   Y   P. Lattiboudere   Y    
A. Franklin-Owens   Y   M. Forcella   Y   T. Brennan   Y   J. Perez   Y  

**B. Personnel**

**B1. RESOLUTION TO APPROVE 2019-2020 EXTRA CURRICULAR ADVISORS**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the following staff as advisors:

PBIS Data Coordinator	Ms. Wright	\$1,000
Student Council Advisor	Ms. Johnston	\$2,000
Senior Class Advisor	Ms. Wood / Ms. Reiss	\$1,750
Junior Class Advisor	Mr. Johnson	\$1,500
Sophomore Class Advisor	Mr. Brazile	\$1,250
Freshmen Class Advisor	Ms. Cornish	\$1,250
National Honor Society	Ms. Johnston	\$750
Yearbook	Ms. Wright	\$1,750
Open Gym Sports	Mr. Seide	\$65 per day

Open Gym Sports	Mr. Gibson	\$65 per day
Open Gym Sports	Mr. Tague	\$65 per day
Technology Services with OACS	Mr. Primavera	\$14,000 (See Item D2.)

Title I Funded:

After-School Academic Coach	Ms. Cornish	\$2,500
After-School Homework Center Teacher	Mr. Maida	\$65 per day
After-School Homework Center Teacher	Ms. Gould	\$65 per day
After-School Homework Center Teacher	Ms. Wood	\$65 per day
After-School Homework Center Teacher	Ms. Patterson	\$65 per day
After-School Homework Center Substitute	Ms. Soviero	\$65 per day
After-School Homework Center Substitute	Mr. Johnson	\$65 per day

Roll Call:

K. Brock Y R. Walters Abs E. Mitchell Y P. Lattiboudere Y  
A. Franklin-Owens Y M. Forcella Y T. Brennan Y J. Perez Y

**B2. RESOLUTION TO APPROVE HARLEY PLACE AS AFTER SCHOOL ELL TEACHER**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve Harley Place as After-School ELL Teacher at a rate of \$80.00 per hour, not to exceed \$6,400.

Roll Call:

K. Brock Y R. Walters Abs E. Mitchell Y P. Lattiboudere Y  
A. Franklin-Owens Y M. Forcella Y T. Brennan Y J. Perez Y

**B3. RESOLUTION TO APPROVE DE’RON BRAZILE TO SERVE AS HOME INSTRUCTION TEACHER FOR THE 2019-2020 SCHOOL YEAR**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person, to approve Mr. De’Ron Brazile to serve as home instruction teacher for the 2019-2020 school year at a rate of \$45 per hour.

Roll Call:

K. Brock Y R. Walters Abs E. Mitchell Y P. Lattiboudere Y  
A. Franklin-Owens Y M. Forcella Y T. Brennan Y J. Perez Y

**C. Instructional and Additional Reports:**

**C1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the following school journeys (**Attachment #3**):

October 3, 2019	Manasquan High School College Fair	Manasquan, NJ
Ms. Durst & Ms. Matthews	Senior Class (5:45pm – 8:00pm)	Bus Cost \$200
November 15, 2019	Berkeley College (Campus Tour & Information)	Woodland Park, NJ
Ms. Durst & Ms. Matthews	Senior Class	Bus Cost: Free

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Abs\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_  
A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_Y\_\_ T. Brennan \_\_Y\_\_ J. Perez \_\_Y\_\_

**C2. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSIONAL DEVELOPMENT**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Director to approve the following staff professional development (**Attachment #4**):

October 10, 2019 – AtlantiCare Healthy Schools, Healthy Children (1) One Physical Education Teacher	Egg Harbor, NJ \$50
November 1, 2019 – Special Education Directors Toolkit (NJPSA) Ms. Voorhees	Monroe, NJ \$149

Additionally, please see attached list consisting of the Brookdale Professional Development Network as provided by Ms. Martin. Please note that all of the Professional Developments shown are included with our membership to the network.

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Abs\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_  
A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_Y\_\_ T. Brennan \_\_Y\_\_ J. Perez \_\_Y\_\_

**C3. RESOLUTION TO APPROVE THE 2019-2020 SCHOOL GOALS**

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the 2018-2019 School Goals as presented (**Attachment #5**):

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Abs\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_  
A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_Y\_\_ T. Brennan \_\_Y\_\_ J. Perez \_\_Y\_\_

**C4. RESOLUTION TO APPROVE DUAL ENROLLMENT AGREEMENT FOR THE 2019-2020 SCHOOL YEAR BETWEEN ACADEMY CHARTER HIGH SCHOOL AND BROOKDALE COMMUNITY COLLEGE**

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) supports the mission of the school including the commitment to supporting students and their post-graduate transition plans; and

WHEREAS, the Board recognizes the need for students to have personal exposure to college curricula and campus culture and environment as they have the potential to earn college credit; and

WHEREAS, students will benefit, in alignment with school goals, by participating in the dual enrollment program at Brookdale Community College

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that the Lead Person and Board President are authorized to execute the Dual Enrollment Release Program Agreement. (**Attachment #6**):

Motion   K. Brock  

Second   P. Lattiboudere  

Roll Call:

K. Brock   Y   R. Walters   Abs   E. Mitchell   Y   P. Lattiboudere   Y  

A. Franklin-Owens   Y   M. Forcella   Y   T. Brennan   Y   J. Perez   Y  

## **D. FINANCIAL**

### D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by K. Brock, Seconded by P. Lattiboudere, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY19 (**Attachment #7**)

Line-Item Transfers FY 19 (**Attachment #8**)

Board Secretary’s Report – July 31, 2019 & August 31, 2019 (**Attachment #9**)

Roll Call:

K. Brock   Y   R. Walters   Abs   E. Mitchell   Y   P. Lattiboudere   Y  

A. Franklin-Owens   Y   M. Forcella   Y   T. Brennan   Y   J. Perez   Y  

### D2. RESOLUTION TO RETROACTIVELY APPROVE CONTINUING SHARED SERVICE AGREEMENT WITH OCEAN ACADEMY CHARTER SCHOOL TO PROVIDE TECHNOLOGY SERVICES FOR THE 2019-2020 SCHOOL YEAR

Motion by K. Brock, Seconded by P. Lattiboudere, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the continued shared service agreement to provide technology services and technical support to OACS from July 1, 2019 through June 30, 2020. This agreement will require ACHS to provide OACS with eight (8) hours of onsite Technical Support per week at an annual rate of \$26,000.

Roll Call:

K. Brock   Y   R. Walters   Abs   E. Mitchell   Y   P. Lattiboudere   Y

A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_Y\_\_ T. Brennan \_\_Y\_\_ J. Perez \_\_Y\_\_

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is scheduled for Thursday, November 14, 2019 at 5:30 pm

**Adjourn**

Motion by P. Lattiboudere, seconded by K. Brock, to adjourn at 6:25pmpm.

Ayes\_7\_\_ Nays\_\_0\_\_